

Wastewater Management Commission (WWMC)

Meeting Minutes December 3, 2013

(Approved by WWMC on December 16, 2013)

Meeting time: 5:00 PM

Location: Tiverton Community Center

WWMC members present: Noel Berg (NB), John Christo (JC), Margaret Murphy (MM), Chris Nearpass (CN), Jeff Stearns (JS) & Leroy Kendricks (LK)

Absent members: Peter Andromalos (PA), Colleen Stanton (CS), Michelle Tepfenhart (MT)

WWMS: John Lincourt (JL), Jeanne Spencer (J)

Guests: Steve Levy (SL), ASRWWA Director
Thomas Parece (TP), AECOM
Steve Berlucchi (SB), Department of Public Works (DPW) Director

1) **Meeting Minutes:** The minutes of the 18 November 2013 meeting as recorded by the WWMC clerk J was unanimously approved and carried as motioned by NB and 2nd by CN.

2) **Facilities Plan Update (FPU):**

- SL stated the meeting in Warwick with the Rural Development Coordinator at USDA went very well. They went over the requirements and eligibility guidelines. SL stated the required application along with the Environmental Study and Preliminary Engineering Report needs to be completed quickly in order for the USDA to start the loan process.
- The USDA is willing to accept an application for the Predevelopment Planning Grant (PPG) Funds from a Steering Committee comprised of the WWMC. The PPG will provide up to \$25k or 80% of the cost for AECOM to create and submit a Preliminary Engineering Report (PER), and an Environmental Study which should be submitted with the Application to the USDA for a Loan Grant under their Wastewater Department. The draft will be prepared by the first of January.
- A Motion by NB and 2nd by CN to form a Steering Committee, consisting of all the members in attendance tonight, in accordance with the wishes of the USDA and apply for PPG Funds. The motion carried unanimously by the attending WWMC members.
- The first task of the newly established Steering Committee is to engage AECOM to submit the required documentation to apply for PPG Funding on their behalf. Contract with AECOM subject to negotiated fee, scope and schedule.

- NB motioned to engage/hire Atlantic States Director SL to prepare the PPG Funding Application for an amount not to exceed \$2.5k. The motion was 2nd by MM and carried unanimously by all in attendance.
- SL stated the next step is to engage the local Senator and/or State Representative.
- LK suggested the WWMC have meeting with a Town Council (TC) Representative and SL. LK to talk to the TC President and the WWMC Liaison. JL to discuss the PPG Funding Application with the Acting Town Administrator (TA).
- SL stated after that the next step would be to have a Funders meeting with Senator Reed, Senator Whitehouse and Congressman Cicillini. Adding that in early February he (SL) goes to Washington to lobby for money.
- Continued discussion on the Draft Sewer District Charter's verbiage and Governance options. The WWMC agreed there would be a board of directors that consisted of seven members. JL to find out when the current members term's end. A discussion of how vacancies will be appointed, how long a board member could serve, and who can and cannot serve on the board (Municipal Officers cannot serve.) NB stated to avoid conflict of interest the Town Charter doesn't allow an employee to serve or volunteer on certain Boards.
- SL stated he reviewed the Tiverton Ordinance and Sewer Betterment Assessments within Appendix C and stated it was much too comprehensive to put into the Charter (85 pages long). Regulations within the Ordinance sewers, sewer connections and extensions will need some tweeking as we do the Charter and will use some of the verbiage. SL questioned if Sewer Betterment Assessments is what the WWMC wants to do.
- Operating Rules, some of the important aspects will be put into the Charter, but some will go away. MM stated we don't want the Ordinance to stop us from doing something as a district. LK stated install sewers as we deem necessary.

3) **Sewer Ordinance Update:**

- JL to follow up with the TA and Town Solicitor (TS).

4) **Financial:**

- General - *Tabled*

5) **General Administration:**

- Discuss Fall River Proposal - *Tabled*
- Customer Discuss Improper Billing – *Tabled*
- Update on used sewer camera possible purchase - SB stated he came to support JL's request to purchase the sewer camera. Stating the DPW currently has a need for a camera in the storm drain lines in the Robert Gray drainage basin under the TMDL issued by RIDEM. Adding there is no consistency with their test readings and they are chasing an issue. The DPW would be willing to rent the camera system from the WWMC to do the required work in the Robert Gray area to offset the costs of procurement. The DPW and the Wastewater Superintendent, in the past, have rented pipe camera services to determine sewer and drain line conditions. They have also

borrowed Fall River's pipe camera and crew on special occasions. SB highly recommends the purchase of the vehicle and camera system, stating it will benefit both the WWMC and DPW for now and in the future.

- i) CN stated the first step would be to jet clean the lines and questioned the costs associated.
 - ii) LK stated it wasn't in the Capital Budget.
 - iii) JL questioned if it was in the costs relating to forming a district.
 - iv) MM is interested in the liability insurance costs.
 - v) Further discussion will be *Tabled* until the next regular meeting.
- 6) A motion to adjourn was unanimously approved as motioned by CN and 2nd by NB @ 6.55 pm. The next regular WWMC meeting date Monday, 16 December 2013, 5:00 PM at Tiverton Community Center.

Action Items:

- WWMC to look into additional resources for support and services.
- JL to set up a meeting with the Town Treasurer, MM, J, and LK.
- LK to contact the Director of RIDEM to properly thank her for her Letter to the Editor.
- JL is to supply Church Community Housing with listing of property owner names and addresses, so they can determine eligibility for Grant funding.
- JS to put together the Annual Report for the TC.
- LK to talk to the TC President and the WWMC Liaison regarding the PPG Funding.
- JL to discuss the PPG Funding Application with the Acting Town Administrator (TA).

Submitted by:

Jeanne Spencer, WWMC Clerk